

March 6, 2007

To: Tennis Court Block Users

From: Jim Coghlan, Assistant Director of Parks and Recreation

Re: 2007 Tennis Court Block Lottery Draw

It's that time of year again - time to get outside, work off the winter rust, and get your tennis game up to speed! With this in mind, it is also time for the 2007 Tennis Court Block Lottery. Enclosed, please find the tennis court reservation system rules and procedures as well as a block time request form.

Please be aware that the deadline for the lottery is Friday, March 30th at 4:30 PM.

When filling out your reservation request, please fill out ALL the dates that you wish to use the courts. Please also fill out all three choices because you may not always receive your first choice. Failure to do so will result in missing the lottery draw. Tennis court block time runs from April 16th to October 14th, 2007.

Please respond by March 30th, 2007 to ensure your participation in the lottery. An invoice with the results will be mailed out to you approximately 3-5 business days after the lottery. Please call me at 656-7325 if you have any questions or concerns. We look forward to seeing you on the courts this spring and summer!

DARIEN PARK AND RECREATION COMMISSION TENNIS COURT RESERVATION SYSTEM

The Parks and Recreation Department encourages the use of tennis courts by Darien residents (groups and individuals). The intent of the tennis court reservation system is to allow Darien residents the opportunity to reserve block court time in advance for group or league play (non-profit). Block reservation requests will be assessed a fee based on hours/dates requested, payable in advance. Individual drop-in play will be free of charge on a first come - first serve basis.

Courts under the reservation system are located at Weed Beach and Cherry Lawn Park. Courts available for block reservation are designated below. Other courts will be available on a first come-first serve basis changing on the hour unless scheduled for Parks and Recreation program activities.

Courts available for block time:

Weed Beach Courts 4, 5, 6 (back courts near paddle tennis courts)

Cherry Lawn Park Courts 1, 2, 3 (set of 3 courts together near the pond)

Fee for Block requests:

weekday: \$5.00/court/hour

weekend: \$6.00/court/hour

seniors: free weekdays only

youth: free

Courts available first come, first serve:

Weed Beach Courts 1, 2, 3 (entrance to Weed Beach)

Cherry Lawn Park Court 4 (single court)

Block Court Reservation Procedures and Regulations:

- A deadline date for submission will be publicized and if necessary, a lottery draw for court time will be held.
- The lottery will operate on a classification system. Requests will be classified in accordance with number of courts per hour in conjunction with the number of court hours requested.
- Requests must be for a minimum of four (4) week period.
- Requests must be at least one court hour on regular basis (same day/time).
- Block time is available Mid April - Mid October, Monday - Sunday, 8:00 am - 8:00 pm.
- Requests will be accepted on the hour only (no half hour requests).
- Requests may be no more than three courts at one site simultaneously unless historically approved by the Park and Recreation Commission.

- Requests are payable upon approval, at least **two weeks in advance**. Payments are accepted at the Parks and Recreation office only.
- Groups requesting changes to approved permits will be assessed a penalty of 10% of original permit value.
- **NO ATTENDANTS WILL BE ON SITE.** BLOCK COURT PERMIT HOLDERS ARE EXPECTED TO HAVE THEIR PERMIT AVAILABLE ON SITE FOR REVIEW AT ALL TIMES.
- Any court unoccupied at a given time is available for use by the general public free of charge. However, if a current permit holder arrives on site during their scheduled time, the court must be released by the drop-in user immediately.
- You are required to surrender the court when your time allotment is over if another player or block time permittee is waiting.
- All players, daily and block time, are expected to be courteous at all times.

ALL COURTS CHANGE ON THE HOUR. BLOCK PERMIT HOLDERS ARE ALLOTTED ONLY THE TIME ON THEIR APPROVED PERMIT, AT A SPECIFIED COURT. ALL COURTS, IF NOT BLOCKED, MUST BE RELINQUISHED ON THE HOUR BY ANY PLAYER TO ANY OTHER PLAYER WAITING, WHETHER COURTS ARE BLOCK OR DAILY DESIGNATED.

- * The Park and Recreation Commission reserves the right to approve requests which deviate from the above regulations for the benefit of the community.
- * The Park and Recreation Commission reserves the right to schedule courts not under the "block" designation for Town sponsored activities, lessons, programs.
- * Please contact the Parks and Recreation Department at 656-7325 for further information.

Date of use (list all dates):